

**Delaware Manufactured Home Relocation Authority**  
**Financial Summary – Cash Basis**  
**July 2016**

**Revenues**

The Delaware Manufactured Home Relocation Authority (the Authority), has a Trust Fund administered by the Delaware Division of Revenue. As shown on page 3, assessments collected during July 2016 totaled \$263,866.43. Additionally, \$5,165.46 in interest was posted to the Trust Fund in July 2016 for cash held during June 2016.

For the fiscal year, total assessments collected are \$263,866.43, arbitration fees received is \$617.50, and total interest received is \$5,165.46 (page 4).

Since inception on April 1, 2004, the Authority has collected assessments totaling \$10,016,473.23, total interest received is \$451,405.32, arbitration fees collected is \$11,367.50, and total special collections are \$8,050.00 (page 5).

**Expenditures**

The Authority paid \$0 of relocation assistance during July 2016. The Authority paid personnel costs and bills for professional services, office expenses, and utilities during July 2016 totaling \$3,620.88 (page 3).

For the fiscal year, the Authority has paid \$0 of relocation assistance; \$729.47 in personnel costs; \$784.19 in occupancy costs; and \$2,107.22 in general and administrative costs (page 4).

Since inception on April 1, 2004, the Authority has paid \$1,870,766.62 of relocation costs; \$303,559.17 in personnel costs; \$60,076.71 in occupancy costs; and \$925,053.59 in general and administrative costs, of which \$500.00 was used to set up a petty cash account for daily incidentals (page 5).

**Net Assets – Cash Basis - at July 31, 2016:**

Trust Fund - \$7,295,887.16

Operating Fund - \$31,670.10

Petty Cash - \$282.70

Delaware Manufactured Housing Relocation Authority  
Statement of Assets, Liabilities and Net Assets - Cash Basis  
As of July 31, 2016

ASSETS

Current Assets	
Checking/Savings	\$ 282.70
Petty Cash	7,295,887.16
Trust Fund	31,670.10
WSFS Checking	<u>                    </u>
TOTAL ASSETS	<u>\$ 7,327,839.96</u>

LIABILITIES & EQUITY

Total Liabilities	<u>                    </u>
Net Assets	
Net Assets - Prior Years	\$ 7,061,811.45
Net Increase - Current Year	<u>266,028.51</u>
Total Equity	<u>7,327,839.96</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$ 7,327,839.96</u>

**Delaware Manufactured Home Relocation Authority**  
**Statements of Revenue, Expenditures and Changes in Net Assets - Cash Basis**

	July 2016			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 263,866.43	\$ -	\$ -	\$ 263,866.43
Arbitration fees		617.50	-	617.50
Interest income	5,165.46	-	-	5,165.46
<b>TOTAL REVENUES</b>	269,031.89	617.50	-	269,649.39
<b>DRAWS</b>	-	-	-	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance	-	-	-	-
Reimbursements for moving costs	-	-	-	-
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
<b>Total program services</b>	-	-	-	-
<u>Support Services</u>				
Personnel	-	-	-	-
Wages - Administrative	-	672.00	-	672.00
Wages - Compliance	-	57.47	-	57.47
Payroll Taxes	-	729.47	-	729.47
<b>Total personnel</b>	-	729.47	-	729.47
Occupancy	-	570.00	-	570.00
Rent	-	214.19	-	214.19
Utilities	-	784.19	-	784.19
<b>Total occupancy</b>	-	784.19	-	784.19
General and administrative	-	-	-	-
Accounting and auditing fees	-	-	-	-
Advertising	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	548.71	-	548.71
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	1,404.00	-	1,404.00
Arbitration costs	-	-	-	-
Office expenses	-	5.00	-	5.00
Travel - Administrative	-	125.18	-	125.18
Travel - Compliance	-	-	17.35	17.35
Postage	-	-	6.98	6.98
Supplies	-	-	-	-
<b>Total general and administrative</b>	-	2,082.89	24.33	2,107.22
<b>Total support services</b>	-	3,596.55	24.33	3,620.88
<b>TOTAL EXPENDITURES</b>	-	3,596.55	24.33	3,620.88
<b>CHANGE IN NET ASSETS</b>	269,031.89	(2,979.05)	(24.33)	266,028.51
<b>BEGINNING NET ASSETS</b>	7,026,855.27	34,649.15	307.03	7,061,811.45
<b>ENDING NET ASSETS</b>	\$ 7,295,887.16	\$ 31,670.10	\$ 282.70	\$ 7,327,839.96

**Delaware Manufactured Home Relocation Authority**  
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<b>DRAWS</b>	-	-	-	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance	-	-	-	-
Reimbursements for moving costs	-	-	-	-
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
<b>Total program services</b>	-	-	-	-
<u>Support Services</u>				
Personnel	-	-	-	-
Wages - Administrative	-	672.00	-	672.00
Wages - Compliance	-	57.47	-	57.47
Payroll Taxes	-	729.47	-	729.47
<b>Total personnel</b>	-	729.47	-	729.47
Occupancy	-	570.00	-	570.00
Rent	-	214.19	-	214.19
Utilities	-	784.19	-	784.19
<b>Total occupancy</b>	-	784.19	-	784.19
General and administrative	-	-	-	-
Accounting and auditing fees	-	-	-	-
Advertising	-	-	-	-
Bank services charges	-	-	-	-
Bookkeeping & payroll processing	-	548.71	-	548.71
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	1,404.00	-	1,404.00
Arbitration costs	-	-	-	-
Office expenses	-	5.00	-	5.00
Travel - Administrative	-	125.18	-	125.18
Travel - Compliance	-	-	-	-
Postage	-	-	17.35	17.35
Supplies	-	-	6.98	6.98
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<b>BEGINNING NET ASSETS</b>	7,026,855.27	34,649.15	307.03	7,061,811.45
<b>ENDING NET ASSETS</b>	\$ 7,295,887.16	\$ 31,670.10	\$ 282.70	\$ 7,327,839.96

**Delaware Manufactured Home Relocation Authority**  
**Statements of Revenue, Expenditures and Changes in Net Assets - Cash Basis**

	July 2016 - June 2017			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash	Total
<b>REVENUES:</b>				
Assessments	\$ 263,866.43	\$ -	\$ -	\$ 263,866.43
Arbitration fees	-	617.50	-	617.50
Interest Income	5,165.46	-	-	5,165.46
<b>TOTAL REVENUES</b>	269,031.89	617.50	-	269,649.39
<b>DRAWS</b>	-	-	-	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance	-	-	-	-
Reimbursements for moving costs	-	-	-	-
Payments for non-relocatable homes	-	-	-	-
Payments for abandoned homes	-	-	-	-
<b>Total program services</b>	-	-	-	-
<u>Support Services</u>				
Personnel	-	-	-	-
Wages - Administrative	-	672.00	-	672.00
Wages - Compliance	-	57.47	-	57.47
Payroll Taxes	-	729.47	-	729.47
<b>Total personnel</b>	-	729.47	-	729.47
Occupancy	-	570.00	-	570.00
Rent	-	214.19	-	214.19
Utilities	-	784.19	-	784.19
<b>Total occupancy</b>	-	784.19	-	784.19
General and administrative	-	-	-	-
Accounting and auditing fees	-	-	-	-
Advertising	-	-	-	-
Bank services charges	-	548.71	-	548.71
Bookkeeping & payroll processing	-	-	-	-
Consulting fees	-	-	-	-
Copying	-	-	-	-
Legal fees	-	1,404.00	-	1,404.00
Arbitration costs	-	-	-	-
Office expenses	-	5.00	-	5.00
Travel - Administrative	-	125.18	-	125.18
Travel - Compliance	-	-	-	-
Postage	-	-	17.35	17.35
Supplies	-	-	6.98	6.98
<b>Total general and administrative</b>	-	2,082.89	24.33	2,107.22
<b>Total support services</b>	-	3,596.55	24.33	3,620.88
<b>TOTAL EXPENDITURES</b>	-	3,596.55	24.33	3,620.88
<b>CHANGE IN NET ASSETS</b>	269,031.89	(2,979.05)	(24.33)	266,028.51
<b>BEGINNING NET ASSETS</b>	7,026,855.27	34,649.15	307.03	7,061,811.45
<b>ENDING NET ASSETS</b>	\$ 7,295,887.16	\$ 31,670.10	\$ 282.70	\$ 7,327,839.96



**Delaware Manufactured Home Relocation Authority**  
**Statement of Revenues, Expenditures and Changes in Net Assets - Cash Basis**

	Fund-to-Date			
	Division of Revenue Trust Fund	Relocation Authority Operating Fund	Petty Cash*	Total
<b>REVENUES:</b>				
Assessments	\$ 10,011,973.23	\$ 4,500.00	\$ -	\$ 10,016,473.23
Arbitration fees	-	11,367.50	-	11,367.50
Special collection	-	8,050.00	-	8,050.00
Interest income	451,405.32	-	-	451,405.32
<b>TOTAL REVENUES</b>	10,463,378.55	23,917.50	-	10,487,296.05
<b>DRAWS</b>	(1,312,750.00)	1,307,433.84	5,316.16	-
<b>EXPENDITURES:</b>				
<u>Program Services</u>				
Relocation Assistance				
Reimbursements for moving costs	1,431,614.59	931.91	-	1,432,546.50
Payments for non-relocatable homes	297,033.50	18,620.30	-	315,653.80
Payments for abandoned homes	121,893.30	673.02	-	122,566.32
Total program services	1,850,541.39	20,225.23	-	1,870,766.62
<u>Support Services</u>				
Personnel				
Wages - Administrative	-	237,124.84	-	237,124.84
Wages - Compliance	-	42,483.25	-	42,483.25
Payroll Taxes	-	23,951.08	-	23,951.08
Total personnel	-	303,559.17	-	303,559.17
Occupancy				
Rent	-	38,720.58	-	38,720.58
Utilities	-	21,356.13	-	21,356.13
Total occupancy	-	60,076.71	-	60,076.71
General and administrative				
Accounting fees	-	298,060.08	-	298,060.08
Advertising	-	738.00	-	738.00
Bank services charges	-	144.50	-	144.50
Bookkeeping & payroll processing	-	152,607.15	-	152,607.15
Consulting fees	4,200.00	11,145.00	-	15,345.00
Copying	-	631.63	61.52	693.15
Legal fees	-	328,722.61	-	328,722.61
Arbitration costs	-	55,380.39	-	55,380.39
Office expenses	-	19,992.94	287.32	20,280.26
Travel - Administrative	-	13,682.18	13.75	13,695.93
Travel - Compliance	-	21,064.23	-	21,064.23
Postage	-	5,114.82	3,390.77	8,505.59
Supplies	-	8,536.60	1,280.10	9,816.70
Total general and administrative	4,200.00	915,820.13	5,033.46	925,053.59
Total support services	4,200.00	1,279,456.01	5,033.46	1,288,689.47
<b>TOTAL EXPENDITURES</b>	1,854,741.39	1,299,681.24	5,033.46	3,159,456.09
<b>CHANGE IN NET ASSETS</b>	7,295,887.16	31,670.10	282.70	7,327,839.96
<b>BEGINNING NET ASSETS</b>	-	-	-	-
<b>ENDING NET ASSETS</b>	\$ 7,295,887.16	\$ 31,670.10	\$ 282.70	\$ 7,327,839.96

\* Petty cash statistics are only available from September 2010 - current period.

**Delaware Manufactured Home Relocation Trust Fund  
Account Summary**

Balance: \$7,295,887.16

Date	Explanation	Revenue/Interest Debit	Expenses Credit	Balance
		\$2,844.47		\$6,613,562.55
7/1/2015	Deposit - June Interest		\$16,000.00	\$6,597,562.55
7/7/2015	Marshall & Bailey (Relocation & Setup)		\$5,000.00	\$6,592,562.55
7/7/2015	Imelda Jaquez (Non-Relocatable)		\$39,000.00	\$6,553,562.55
7/15/2015	Marshall & Bailey (Relocation & Setup)		\$5,000.00	\$6,548,562.55
7/21/2015	Raul Juarez (Non-Relocatable)		\$1,500.00	\$6,547,062.55
7/21/2015	Bruce Lacey (Abandonment)		\$4,500.00	\$6,542,562.55
7/21/2015	Ricardo Cazares-Sanchez (Non-Relocatable)		\$4,000.00	\$6,538,562.55
7/22/2015	William & Linda Barbas (Non-Relocatable)		\$2,568.09	\$6,535,994.46
7/27/2015	Michael Blanco (Non-Relocatable)		\$39,500.00	\$6,496,494.46
7/27/2015	Marshall & Bailey (Relocation & Setup)		\$15,600.00	\$6,480,894.46
7/27/2015	B & O Mobile Home Transporting Inc. (Relocation & Setup)	\$262,751.92		\$6,743,646.38
7/31/2015	Deposit	\$3,197.97		\$6,746,844.35
8/1/2015	Deposit - July Interest		\$3,000.00	\$6,743,844.35
8/3/2015	Glasgow Court Enterprises (Removal and Disposal)		\$27,500.00	\$6,716,344.35
8/3/2015	Marshall & Bailey (Relocation & Setup)		\$3,000.00	\$6,713,344.35
8/13/2015	Lakeland Park Inc. (Removal and Disposal)		\$8,000.00	\$6,705,344.35
8/13/2015	Marshall & Bailey (Relocation & Setup)		\$1,500.00	\$6,703,844.35
8/17/2015	Maria Ortiz (Abandonment)		\$3,500.00	\$6,700,344.35
8/17/2015	Ma del Carmen Vivero (Non-Relocatable)		\$16,000.00	\$6,684,344.35
8/17/2015	Marshall & Bailey (Relocation & Setup)		\$3,000.00	\$6,681,344.35
8/24/2015	Lakeland Park Inc. (Removal and Disposal)		\$1,500.00	\$6,679,844.35
8/24/2015	Kathleen and Thomas Wilkinson (Abandonment)		\$16,000.00	\$6,663,844.35
8/24/2015	Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,655,844.35
8/26/2015	Marshall & Bailey (Relocation & Setup)		\$1,500.00	\$6,654,344.35
8/26/2015	Theresa and Howard Spirer (Abandonment)		\$24,000.00	\$6,630,344.35
8/31/2015	Marshall & Bailey (Relocation & Setup)	\$31,993.00		\$6,662,337.35
8/31/2015	Deposit	\$3,052.95		\$6,665,390.30
9/1/2015	Deposit - August Interest		\$24,000.00	\$6,641,390.30
9/3/2015	McGinnis Auto and Mobile Home Salvage (Relocation & Setup)		\$28,000.00	\$6,613,390.30
9/3/2015	Marshall & Bailey (Relocation & Setup)		\$1,500.00	\$6,611,890.30
9/3/2015	Douglas A. Eckl (Abandonment)		\$5,000.00	\$6,606,890.30
9/3/2015	Lonnie & Catherine Hoke (Non-Relocatable)		\$40,000.00	\$6,566,890.30
9/9/2015	Withdrawal to Operating Account		\$5,000.00	\$6,561,890.30
9/9/2015	Joann Sims (Non-Relocatable)		\$3,000.00	\$6,558,890.30
9/16/2015	Lakeland Park Inc. (Removal and Disposal)		\$40,000.00	\$6,518,890.30
9/16/2015	Marshall & Bailey (Relocation & Setup)		\$4,000.00	\$6,514,890.30
9/16/2015	Roger Bradley Coveleski & Melissa Scaia (Non-Relocatable)		\$3,500.00	\$6,511,390.30
9/16/2015	John and Kim Thomas (Non-Relocatable)		\$16,000.00	\$6,495,390.30
9/28/2015	Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,487,390.30
9/30/2015	Marshall & Bailey (Relocation & Setup)		\$8,000.00	\$6,479,390.30
9/30/2015	Genaro Flores, Jr. and Marshall & Bailey (Relocation & Setup)	\$14,722.00		\$6,494,112.30
9/30/2015	Deposit	\$3,271.43		\$6,497,383.73
10/1/2015	Deposit - September Interest		\$328.10	\$6,497,055.63
10/12/2015	Tony & Maria Rothenbacher (Non-Relocatable)		\$826.98	\$6,496,228.65
10/12/2015	Gail Johnson & Joseph Palmer (Abandonment)		\$32,000.00	\$6,464,228.65
10/14/2015	Marshall & Bailey (Relocation & Setup)		\$3,000.00	\$6,461,228.65
10/14/2015	Lakeland Park Inc. (Removal and Disposal)			\$6,743,609.88
10/30/2015	Deposit	\$282,381.23		\$6,747,129.57
11/1/2015	Deposit - October Interest	\$3,519.69		\$6,744,129.57
11/2/2015	Lakeland Park Inc. (Removal and Disposal)		\$3,500.00	\$6,740,629.57
11/2/2015	Mindy and Tina Crumley (Non-Relocatable)		\$2,238.29	\$6,738,391.28
11/2/2015	Michael Snyder (Non-Relocatable)		\$20,000.00	\$6,718,391.28
11/2/2015	B & O Mobile Home Transporting Inc. (Relocation & Setup)		\$48,000.00	\$6,670,391.28
11/2/2015	Marshall & Bailey (Relocation & Setup)			



Balance:

[illegible]